



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-2

Donna M. Anderson, Treasurer
National Republican Congressional
Committee Expenditures
320 First Street
Washington, DC 20003

NOV 24 1999

Identification Number: C00075820

Reference: June Monthly Report (5/1/99-5/31/99)

Dear Ms. Anderson:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. The review raised questions concerning certain information contained in the report(s). An itemization follows:

-Line 6(a) of the Summary Page represents the total cash-on-hand as of January 1, 1999. This figure should be the same on all the reports covering the calendar year. Please amend your report to clarify the change made in Line 6(a).

-Schedule D of your report has failed to include certain information. Commission Regulations require the full name and mailing address of each creditor, the outstanding balance at the beginning and end of the reporting period, the amount incurred during the period, the payment made during the period, and the nature or purpose of each debt. Additionally, all debts must be reported continuously until extinguished or settled. Please amend your report by providing the nature or purpose for the debt owed to Washington Hilton & Towers. 11 CFR §104.11

-Please provide a memo Schedule A to disclose the corporate in-kind contributions disclosed on Schedule H4 of your federal report. Pursuant to Advisory Opinion 1992-33, Schedule I should include the full in-kind contribution amount received by the non-federal account with a supporting memo Schedule A that itemizes the contributor's information.

In addition, please be advised that the total amount of the contribution

should be disclosed on Line 5 of Schedule I as an "other disbursement" with a notation reference to the memo Schedule A.

-Schedule H2 of your report indicates that your committee participated in fundraising activities or events during the reporting period. However, there are no corresponding disbursements reflected on your Schedule H4 (i.e. 313-329-311, 313-222, 313-327, 313-325-399, 313-325-400, 313-325-405, 313-325-407, 313-325-418). If any disbursements were incorrectly reported, you should file an amended Schedule H4 with the correct unique identifying code or title.

Note that you need not include activities on Schedule H2 if there are no corresponding payments made for the activity during the reporting period.

-Please provide the totals for all lines on Schedule I of your report.

-On Schedule H2 of your report you disclose the ratios for 312-309-301-310, 313-325 and 313-325-419 to be 72%, 60% and 20% FEDERAL and 28%, 40% and 80% NON-FEDERAL respectively. However, your Schedule H4 calculations reflect the ratios to be 80%, 52% and 15% FEDERAL and 20%, 48% and 85% NON-FEDERAL respectively. Please amend your report to clarify this discrepancy.

Please note that if your non-federal account has overpaid your federal account because of this miscalculation, it will be necessary to immediately transfer these funds back to the non-federal account. While the Commission may take further legal action concerning any impermissible overpayments by the non-federal account, your prompt action will be taken into consideration.

A written response or an amendment to your original report(s) correcting the above problem(s) should be filed with the Federal Election Commission within fifteen (15) days of the date of this letter. If you need assistance, please feel free to contact me on our toll-free number, (800) 424-9530. My local number is (202) 694-1130.

Sincerely,



Andrea Wilkens
Reports Analyst
Reports Analysis Division

